



State of Nevada – Department Of Personnel

CLASS SPECIFICATION

<u>TITLE</u>	<u>GRADE</u>	<u>EEO-4</u>	<u>CODE</u>
RADIOLOGICAL/HAZARDOUS MATERIALS OFFICER	36	B	11.605

DEFINITION OF THE CLASS:

Under administrative direction, performs work of a technical nature in the field of radiological and hazardous material, associated instrumentation, and emergency planning for protection of the public from the affects of radiological and other hazardous materials; develops, conducts and evaluates training for emergency response capabilities; supervises the division Radiation Program and provides a Quality Assurance Program to monitor calibration and to ensure radiation safety; and performs other related work as required.

EXAMPLES OF WORK:

(The following is used as a partial description and is not restrictive as to duties required.)

Develops and negotiates the FEMA Radiological Program and annual budget as part of the Agency's Comprehensive Cooperative Agreement (CCA) with the Federal Emergency Management Administration (FEMA).

Supervises the Division's Radiation Safety Program and the Repair and Calibration Shop through a quality assurance program. Monitors expenditures and provides guidance as needed. Serves as the back-up to the Safety Officer if unable to perform his/her duties.

Works with federal, State and local governments, business and industry emergency responders in the development of radiological and hazardous material emergency capabilities necessary to ensure public safety and protection in the event of a radiological or other hazardous material incident or accident with primary emphasis on application of radiological planning for national security crisis, and for development of a statewide Radiological Defense (RADEF) Program Management System. Guidance is provided through Federal Emergency Management Agency (FEMA) policies, regulations and directives coordinated with appropriate State program policy and guidance.

Provides for and coordinates the planning, programming, training, budgeting, contracting, evaluation, and personnel management aspects of statewide radiological and other hazardous materials and provides protection of the public under emergency conditions. Work is performed under specific work and services contracts between the State and FEMA. Performance is evaluated by FEMA in regard to accomplishing the major components which comprise a specific contract workload and is the basis for determining continuation of contractual support for the position.

Assists in the development and staffing of State, local and industrial radiological systems, response systems, and response planning for all other hazardous materials incidents/accidents. This is accomplished by assisting the entities with development of a mitigation response and recovery plan which lists the proper procedures and resources available. Through continuous training and exercises, an entity will be able to identify strengths and weaknesses within the plan and correct any deficiencies that would hinder a response to a hazardous material accident/incident.

Participates in developing, conducting and evaluating tests and exercises for local RADEF systems. Participates in developing and implementing improvements at all levels of government. Evaluation is based upon the ability of RADEF systems personnel to protect themselves and those in their charge under emergency conditions.

EXAMPLES OF WORK: (cont.)

Assists in the development and implementation of training and educational programs for citizens as well as organized civil defense, emergency, police and fire personnel in preparing for a radiological accident. The training requirements are both quantitative and qualitative in order to maintain the appropriate level of knowledge and skills among RADEF system personnel. Review is for overall impact upon the State's mission, policies and practices.

Provides for capabilities to interpret radiation situation reports, at all levels of government, in order to provide advice and guidance so as to prevent or minimize the number of deaths and the amount of injury due to a radiation incident. Work is performed by applying a knowledge of the principles and practices related to the recognition, elimination and control of radiation hazards. Review is for conformance with overall policy and accomplishment of objectives.

Serves as Duty Officer and Officer-of-the-Day on a periodic basis for the Division.

FULL PERFORMANCE KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED: (These may be acquired on the job and/or needed to perform the work assigned.)

Knowledge of the application of health physics principles in relation to radiation control. Knowledge of radiological emergency procedures necessary to insure public safety and protection in the event of a radiological accident. Knowledge of the background and objectives of a total emergency management program and the principles of non-military defense. Knowledge of the principles and application of effective RADEF program evaluation and program development. Knowledge of federal, state and local laws, rules, regulations and policies related to radiological defense programs. Knowledge of the principles and practices of supervision. Knowledge of the principles and practices related to the recognition, elimination and control of radiation hazards.

Skill in utilizing equipment and techniques involved in the investigation and analysis of radiation levels. Skill in applying scientific methodology to radioactive protection problems. Skill in conducting, investigating and surveying to locate and identify radiological hazards. Skill in analyzing, preparing and presenting complex scientific and technical reports.

Ability to interpret, evaluate, plan and develop a diverse and comprehensive radiological defense program. Ability to determine quantitative and qualitative radiological defense training requirements and to develop and provide the necessary training.

ENTRY KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED: (Applicants will be screened for possession of these through written, oral, performance or other evaluation procedures.)

Knowledge and understanding of the principles of health physics in relation to radiation control. Knowledge of the radiological principles and practices related to the recognition, elimination and control of radiation hazards. Knowledge of radioactive source handling techniques, and safety. Knowledge of federal protection and exposure regulations. Knowledge of electronic theory and circuits as it relates to instrumentation. Knowledge of licensing procedures regarding the handling of radioactive material.

Ability to utilize equipment and techniques involved in the investigation and analysis of radiation levels. Ability to apply scientific methodology to radioactive protection problems. Ability to conduct, investigate and survey to locate and identify radiological hazards. Ability to analyze, prepare and present routine scientific and technical reports relating to radiological programs.

EDUCATION AND/OR WORK EXPERIENCE:

I

Graduation from an accredited college or university with major coursework in Radiological Technology, Health Physics or closely related field and two years of related experience of a technical nature in the field of radiological and hazardous material including associated instrumentation, and emergency planning for protection of the public from the effects of radiological and other hazardous material; OR

II

An equivalent combination of education and experience in which the candidate has demonstrated possession of the entry level knowledge, skills and abilities.

This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards for positions assigned to this class.

11.605

ESTABLISHED:	4/8/83
REVISED:	10/28/83
REVISED:	7/1/95P
	9/16/94PC